

KAGUMO TEACHERS' TRAINING COLLEGE

P.O. BOX 18, 10100 NYERI
When replying please quote;
RE:KAG.TTC/DIP/GEN/VOL.2



Mobile No. 0701972912
Email: info@kagumocollege.ac.ke
Website: www.kagumocollege.ac.ke

Vision: A center for globally competitive teacher education and training

Date:.....

Serial No.2022/

Class:.....

NAME:

Dear Student,

RE: OFFER OF ADMISSION FOR DIPLOMA IN SECONDARY TEACHER EDUCATION

Following your application and subsequent placement by KUCCPS, I am pleased to invite you for admission to the college for the **three year course in DIPLOMA IN SECONDARY TEACHER EDUCATION** (.....)

You are expected to report on **Tuesday 27th September, 2022**

Registration will begin at **8.00 am** and end at **4.00 pm**.

Enclosed find the detailed joining instructions for your information and necessary action downloadable from www.kagumocollege.ac.ke. These include:-

- GENERAL REQUIREMENTS**
- DEPARTMENT REQUIREMENTS AND FEES STRUCTURE**
- MEDICAL EXAMINATION FORM**

Please note that registration for the programme will only be possible

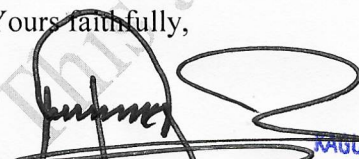
- on full payment of the required fees Ksh 58,850.00. The payment can be by a Banker's Cheque payable to Kagumo Teachers' Training College or deposit in Equity Bank Account No. 0110297070907 and bring the original deposit slip or Mpesa Pay Bill - Business No. 898986 – Account No. Student Name or Admission No.**

NB: Cash and personal cheques will not be accepted.

- upon verification of your certificates**
- upon fulfillment of other requirements e.g. textbooks, mattress etc**

I congratulate you for your admission and look forward to your resourceful stay during the training.

Yours faithfully,


FRANCIS MWANGI
CHIEF PRINCIPAL

CHIEF PRINCIPAL
KAGUMO TEACHERS' TRAINING COLLEGE
P.O. Box Box 18 - 10100, NYERI
CELL: 0701 972912, kagumotc@gmail.com
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GENERAL REQUIREMENTS

Minimum Entry Requirements

- i) Mean Grade C+ (Plus) at KCSE
- ii) Grade C (plain) in English
- iii) Grade D+ (plus) in Mathematics for Art based Courses only.
- iv) Grade C (plain) in Mathematics for Science based courses only.
- v) Grade C+ (plus) in the two teaching subjects.

For applicants with special needs (visual and hearing impairment)

- i) Mean Grade C (plain) at KCSE.
- ii) Grade C- (minus) in English
- iii) Grade D (plain) in Mathematics for Art based courses only.
- iv) Grade C- (minus) in Mathematics for Science based courses only.
- v) Grade C (plain) in the two teaching subjects.

NB:

- i) Applicant who resat KCSE and attained minimum grade will be considered.
- ii) P 1 trained teachers are advised NOT to apply.

DOCUMENTS REQUIRED FOR REGISTRATION

- a) On admission day you **MUST** bring the following **Original** documents: -
 - i) Letter of admission
 - ii) National Identity Card
 - iii) K.C.S.E. Certificate/ Result Slip
 - iv) School Leaving Certificate from your K.C.S.E. School
 - v) Birth certificate
 - vi) You are required to **Download and Fill** in the following documents from the College website:
 - a. Registration/Admission form
 - b. College Academic Policy and Code of Regulations duly signed
- b) You are also expected to bring **Two Certified Copies** of:-
 - i) K.C.S.E. Certificate/Result Slip
 - ii) K.C.S.E. School Leaving Certificate
 - iii) Identity Card (both sides)
 - iv) Birth certificate

NB: The copies should be certified by School Principal or Sub-County director of Education.

- c) Two **certified Passport Size photographs** recently

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IMPORTANT INFORMATION ON YOUR COURSE

In addition to a combination of the two teaching subjects offered, you will be required to study and pass the following compulsory subjects: -

PROFESSIONAL SUBJECTS

- i) Education
- ii) Physical Education

SUPPORT SUBJECTS

- i) Communication Skills
- ii) Community Learning Service
- iii) Life Skills

ACADEMIC REQUIREMENTS

- a) For examinations all students are required to bring **two (2) JK Copier reams** of A4 80gms printing papers
- b) All students must bring **at least one Textbook** for their **two Teaching Subjects, both Professional Subjects and the Support Subjects** (see appendix B)
- c) You should bring a Geometrical Set, Pens, ruler, pencils, erasers, sharpeners, spring files, A4 Exercise Books and a minimum of one ream of ruled foolscap.
- d) Students taking Biology, Chemistry and Physics should bring white polyester Laboratory coat
- e) Science and Mathematics students should also bring a Scientific Calculator, graph book and SMP Advanced Tables 3rd edition.

HEALTH REQUIREMENTS

Duly completed Medical Examination Form - NB: The College reserves the right to conduct its own medical examination on any student at any time (see attached medical form.)

PERSONAL EFFECTS

You are required to bring with you: -

- a) adequate personal clothing; Nyeri can be chilly during the cold seasons, early mornings or late evenings you are advised to carry warm clothing.
- b) **Mattress – high density; 74" x 30" x 4".**
- c) two pairs of plain bed-sheets
- d) three blankets and a bed cover
- e) pillow and two pillow cases
- f) personal effects (e.g bath towel, slippers, toothbrush, toothpaste, toilet and washing soaps etc)
- g) a pair of games shoes and stockings
- h) suitable P.E. clothing for use until you are issued with a P.E. kit
- i) a bucket
- j) a spoon, normal size cup & a plate
- k) adequate pocket money

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IMPORTANT INFORMATION

I. Attendance to College activities

- a) Attendance to scheduled activities is **COMPULSORY**. These include lectures, assemblies, sports and games etc
- No exemption can be granted from participation in College activities/routines on grounds of religious beliefs or philosophy.

Note: Students are advised to familiarize themselves with the regulations governing Diploma in Secondary Teacher Education Course.

II. Progress in Training.

Performance while in training is continuously assessed and monitored with final exam by KNEC in term seven. A progress report is issued every term

III. Spiritual Welfare

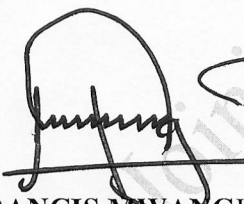
The College is multi-denominational. Each one is free to practice one's faith provided that by doing so, **the rights of other students and residents are not prejudiced or compromised in any way.**

IV. Clubs and Societies

Students are expected to be members of at least one and a maximum of **three** Clubs/Societies.

ACCESS TO THE COLLEGE

- College is situated in Nyeri County, about seven (7 Km) South of Nyeri town **one** Km (1 km) off the main Nyeri – Karatina - Nairobi road at the Gatitu Market turn-off.
- Public transport to College is available from the **lower Bus Stage** in Nyeri town.


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CHIEF PRINCIPAL

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APPENDIX A

DEPARTMENT REQUIREMENTS

NB: (1) Books that bear stamps of other institutions will not be accepted
(2) Buy one text book per subject

A. AGRICULTURE DEPARTMENT

1. One pair of Gum-boots – preferably black
2. One Blue overall (Boiler suit)
3. One clip board.
4. Test it fix it.

B. BIOLOGY DEPARTMENT

1. Biological Science by Taylor, Green & Stout or Biology A Functional Approach 4th edition by Roberts
2. Principles of Biology VOL. 1 & 2 by P.M. Muchiri
3. Secondary Biology, a Practical Approach by Charles Oyugi and Simon Kinyua.

C. ENGLISH DEPARTMENT

1. Advanced Learners Dictionary Longman/Macmillan
2. Oral Literature - By Okumba Miruka
3. English Sounds & Pronunciation by Wanjohi Gachari

D. CHEMISTRY DEPARTMENT

1. One copy of "Chemistry in context by Hill and Holman.
2. Calculation for A – level Chemistry by E. N. RAMSDEN, 4th Edition.

E. EDUCATION DEPARTMENT

1. Mastering P.T.E by Gathungu Lizzie
2. An Introduction to proposal and Thesis Writing by D.K. Kombo, DLA Tromp – Paulines Publications.
3. Curriculum: Theory and Practice in Kenya: J.S. Shiundu, S.J. Omulando.
4. Revision P.T.E (Education) by J.M. Ngaroga.

F. FRENCH DEPARTMENT

1. Parlons Francais BK1 @ Shs.250-----To be bought at Kenya Institute of Education (K.I.E.) Nairobi. Teacher's Guide @ Shs.160
2. Parlons Francais bk 2} pupil's Book @ Shs.250 - Only available at Kenya Institute of Education (K.I.E.), Nairobi Teacher's Book @ Shs.160
3. Entre Copains Book 1 pupil's book & Teacher's Guide - By Joy Shihemi
James Odhiambo
& Joy Simekha
4. Entre copains books 2 Pupil's book - Published by East African Educational Publishers Teacher's Guide.
5. French /French dictionary) available in bookshops in Nairobi
6. Bilingual (French-English dictionary) *** not pocket dictionaries

} Available in Bookshops
in Nairobi

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7. Bescherelle 1, 2, and 3} these can be purchased at the Alliance Francaise/Text Book Centre in Nairobi.
8. A Novel in French.
9. Any French magazines or newspapers.
10. Flash disc (8GB)
11. Collins Dictionary English/French.

G. PHYSICAL EDUCATION DEPARTMENT

All students must bring;

- (i) Physical Education, A Teachers Guide for Form I, Form II, Form III, Form IV (New Syllabus, JKF) (A copy for each class)
- (ii) A copy of "Secondary P.E. Teachers Guide" Form 1 - 4 by K.I.E.
- (iii) Shorts / wrap-overs & T. Shirt for use awaiting supply of P.E. Kit
- (iv) Lawn Tennis Racquet
- (v) Badminton Racquet
- (vi) Squash Racquet

NB: (i) Colours of the P.E. Kit items will be determined at the College.

H. ART AND DESIGN DEPARTMENT

1. One ball of white knitting yarn
2. Three pencils (HB, 2B, 4B)
3. One drawing book, size A3.
4. One small bottle of black Indian Ink
5. One pencil rubber eraser.
6. Text book - A Revision Course in Art and Design for Secondary Schools by Elizabeth C. Orchardson.
7. Six metres of white cotton fabric material.
8. One set of linoleum cutters
9. One Stanley knife or trimming knife or Kraft knife.
10. One geometrical set.
11. One packet of small felt pen markers assorted colours (Red, Blue, Yellow, Green, Purple, Orange, Grey and Black).
12. One packet of assorted sizes of water colour paints.
13. Three assorted sizes of water colour brushes (sizes 4, 8 and 12)
14. One packet of poster colours (designers' colours) assorted colours (Red, Blue, Orange, Purple, Green, Black and White)
15. Three balls of thick knitting wool (Assorted colours).

I. PHYSICS DEPARTMENT.

1. A copy of 'A' Level Physics by Nelkon and Parker.
OR
2. Advanced level Physics by Nelkon & Parker
OR
3. College Physics by Vuille/serway –international student edition.

J. MATHEMATICS DEPARTMENT.

1. Pure Mathematics Books 1 and 2 (by Backhouse et al) or Advanced Mathematics by L. K. Turner Books 1 and 2
2. SMP Advanced Tables (3rd Edition)

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3. Engineering Mathematics by K.A. Stroud
4. A concise course in A –Level statistics by J. Crashan
5. College Algebra (schaun's series) by Murray R. Spiegel
6. Mathematics – The core course for A – level by Bostock & S. Chadia

K. GERMAN DEPARTMENT.

1. Course Book: Safari Deutsch Form 1 – Form 4 plus CDs (Buy from KICD)
2. Dictionary
Either German – English or English – German or German – German (German only)
1 ream – photocopy paper.

L. ARABIC DEPARTMENT.

1. Kitab al Adab – silsilat lugha arabiyya bk. 3.
2. Al – Nahwa – Al Wadhih
3. Al – Ajrumiya
4. Dictionary (Arabic to Arabic or English to Arabic)

M. KISWAHILI DEPARTMENT

1. KAMUSI YA KISWAHILI SANIFU
2. RIWAYA i) Msimu wa vipepeo (K. W. Wamitila, 2007) Vide – muwa Publishers KES 370
ii) Kuli (Adam Shafi 2005) Longhorn Publishers KES 320
iii) Mafuta (Katana Mkangi 1984)
iv) Barua Ndefu Kama Hii – Mariama Ba,
3. HADITH FUPI i) Kiti cha Moyoni na Hadithi nyingine (K. Walibora na S. A. Mohamed, 2007)
Oxford Publishers KES 305
ii) Kivuli Kiriishi – S. Ahmed
iii) Mfalme Edipode
iv) Posa za Bikiziwa
4. TAMTHILIA & FASIHI TAFSIRI i) Vitabu vitapendekezwa na Taasisi ya Elimu Kenya (KIE)
baadaye.
ii) Arusi ya Buldoza
iii) Zilizaia – K. Njogu
5. Lugha na Isimu i) Mtaala wa Isimu (R. Mgullu)
ii) Msingi ya Sarufi (Habwe)
iii) Darubini ya Sarufi (by Matei A.)
6. Isimu Jamii
i) Fani ya Isimu Jamii kwa shule za Sekondari (Oxford) by Ipara I. Odero na Maina Geoffrey.

N. GEOGRAPHY DEPARTMENT

- i) Atlas (Philips)
- ii) Physical Geography in Diagram for Africa by R.B. Bunnett.
- iii) Certificate Geography Book 1 and 2 (Oxford)

O. HISTORY DEPARTMENT

- i) Milestones in History and Government Form 1,2,3,4
 - ii) Evolving World Form 1, 2, 3 and 4 by Ka'piyo
 - iii) History and Government – Form 1, 2, 3 and 4 KLB
 - iv) Top mark new edition.
- } at least two in each set.

Students are highly encouraged to come with their personal laptops, Tablets or IPad (Optional).

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P. NEW LEARNING SUBJECTS

The requirements of the following subjects' will be shared when you report in College:

Power mechanics technology, aviation, mechatronics, Fine Art, Indigenous languages (Gikuyu/Kitharaka/Kisomali/Kikamba), Mandarin, Drawing and Design, Integrated Science.

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CHIEF PRINCIPAL

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APPENDIX B

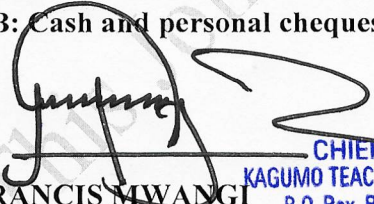
FEES PAYMENT SCHEDULE

	1ST YEAR	2ND YEAR	3RD YEAR
Student's Registration	200.00	-	-
Student's Council	600.00	-	-
SUB-TOTAL	1,000.00	-	-
VOTE HEADS			
CO-Curricular Activity	2,000.00	1,000.00	600.00
Medical Fund	800.00	800.00	1,000.00
Teaching Practice Administration	-	-	9,000.00
Boarding Equipment & Stores	20,000.00	20,000.00	5,000.00
Tuition, Equipment & Stores	5,000.00	5,000.00	4,000.00
Repair, Maintenance & Improvements	2,500.00	1,500.00	2,000.00
Electricity, water & Conservancy	5,000.00	5,000.00	4,000.00
Local Transport & Travel	2,200.00	2,200.00	8,000.00
Administration Cost	1,550.00	1,000.00	1,400.00
SUB-TOTAL	38,850.00	36,500.00	35,000.00
P.E. Uniforms	2,200.00	-	-
KNEC Exam Fee	15,300.00	-	-
K.U.C.C.P.S	1,500.00	-	-
SUB-TOTAL	19,000.00	-	-
GRAND TOTAL	58,850.00	36,500.00	35,000.00

A student shall be registered only on payment of the full First Year i.e.Kshs.58,850/=

The payment can be by a Banker's Cheque payable to Kagumo Teachers' Training College or deposit in Equity Bank Account No. 0110297070907 or Pay Bill - Business No. 898986 - Account No. As Student Name or Admission No. and bring the original deposit slip.

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MEDICAL EXAMINATION FORM REF:KAG/DIP/14/VOL,11/(50)

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(EXAMINATION TO BE CARRIED OUT BY A GOVERNMENT MEDICAL DOCTOR) ADMISSION FORM NO. 1

PART ONE (to be completed by candidate before medical examination)

1. Full name (Capital letters) _____
2. Sex Male/ Female _____
3. Age _____ Date of Birth _____ Month _____ Year _____
4. Marital Status _____
Number of children _____

PART TWO (to be completed by a medical officer in a government hospital)

5. Respiratory System _____

6. Gastro-Intestinal System
(i) Stool for o/c _____
(ii) Abdominal Palpation _____
(iii) Does the student have dietary restriction _____
(if yes attach evidence) _____
7. Cardiovascular system
(i) Blood pressure _____ Pulse rate _____
(ii) Blood Group _____ HB _____
(iii) Others _____
8. Muscular Skeletal System
(i) Any physical Impairment _____
(ii) History of fracture _____
9. Genital-urinary system
(i) Urinalysis _____
(ii) Others _____
10. Reproductive System
(i) Pregnancy Test where applicable _____
(ii) Others _____

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11. Sight

(i) Right eye

left eye

12. Hearing

(i) Right ear

left ear

13. Do the student suffer from any medical condition you would wish to confide with the College?

(i)

(ii) Is he/she on any medication?

14. The student is strongly reminded the importance of supplying correct information cannot be overemphasized and that each student will be held responsible for the accuracy of the information he/she provides.

15. I certify that I have this day examined the student named above and that in my opinion he/she is unfit to undertake the rigorous three-year Diploma in Teacher Education Course.

Name of the Hospital

Stamp

Name of the Medical Officer

Signature